



**HUMAN RESOURCES OFFICE
TECHNICIAN / AGR ADMINISTRATIVE INSTRUCTION**

Number: 04-11

03-11-04

**RETROACTIVE 2004 PAY ADJUSTMENT
Expires 30 June 2004**

1. The President signed an Executive order to implement a retroactive pay increase averaging 4.1 percent above the 2003 rates for General Schedule (GS) employees. This pay adjustment is effective 11 January 2004, and supersedes the 2.0 percent overall average increase approved by the President on 30 December 2003. Of the 4.1 percent average increase, 2.7 percent is allocated as an across-the-board increase to the rate of basic pay. An additional 1.4 percent is allocated to increase locality rates of pay.
2. A correction to the earlier pay adjustment will be processed for all GS employees the week of 15 March 2004. All personnel actions that processed prior to 15 March 2004 must be corrected to reflect the retroactive pay adjustment. These corrections will affect almost every technician. Please allow at least three pay periods for the retroactive pay adjustment to appear on your Leave and Earning Statements (LES).
3. Pay adjustments for Federal Wage System (WG, WL, WS) technicians (specifically, technicians located in Los Angeles, San Francisco, Santa Barbara, San Diego, San Bernardino, Riverside and Ontario) have not been determined. Office of Personnel Management (OPM) will provide guidance on this matter in the near future.
4. If you have any questions, contact Nancy Hamilton, Human Resources Specialist, at CAGNET 63411, DSN 466-3411 or (916) 854-3411.


STUART D. EWING
First Lieutenant, CA ANG
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